

NEW HAMPSHIRE FIRE STANDARDS & TRAINING COMMISSION

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MINUTES OF MEETING

March 6, 2003

(Approved April 3, 2003)

Members Present: Edward Murdough, Stephen Judge, Ronald O'Keefe, Les Cartier, David Duquette, Stephen Carrier, Paul Fortier, John Hogle, Peter Russell, Joseph Butts, Corey Landry, Richard Mason.

Members Absent: Robert Nelson, John Stephen, Roger Hatfield, Donald Bliss.

Others Present: Division of Fire Standards & Training Staff--Bruce McPherson, Bureau Chief; Dennis Rosolen, Bureau Chief; Sue Prentiss, Bureau Chief; Heather Newland, Recording Secretary.

I. CALL TO ORDER

Item 1. Pledge of Allegiance to Flag. The meeting of the New Hampshire Fire Standards & Training Commission was called to order by Chair Paul Fortier at 10:05 a.m. on Thursday, March 6, 2003 at the Richard M. Flynn Fire Academy. The Pledge of Allegiance to the Flag was recited.

II. APPROVAL OF MINUTES

Item 1. February 6, 2003. ***Motion*** was made and seconded to accept the Minutes of the February 6, 2003 Commission meeting with the following changes as noted by Chair Fortier: (a) Page 1, Change "2002" to "2003" in the document title; (b) Page 3, Item IV (c), change the name "Lagasse" to "Lagace." Motion passed unanimously.

III. CHAIR'S REMARKS

Chair Fortier said good morning to everyone.

IV. COMMITTEE REPORTS

Item 1. Emergency Medical Services Liaison. Commissioner Duquette reported that Clay Odell, who chaired the EMS Trauma Coordinating Board, has been selected for the full-time Trauma Coordinator position with the Bureau of Emergency Medical Services.

Commissioner Duquette stated that Bureau Chief Sue Prentiss is attending a meeting out of state.

Commissioner Duquette said that he, at the request of the Chairman, attended a two-day seminar. The first day was on data entry into the EMS system. He stated that he has been involved in the NHFIRS system for years. They are trying to set up something nationally so that everyone in the nation enters the information into the same data fields. It's a monumental task. The technology is there to do it, but the reality is that people in New Hampshire are still hand doing reports. They also discussed unfounded mandates. The fields are about 500 per report, and they are trying to include all information on one report. It was an interesting meeting. On the second day in the morning they talked about National web sites that have this information on them, and they were asking for comments.

Item 2. Curriculum Review. Commissioner Duquette reported that the Curriculum Status Report was in each Commissioner's packet and is as follows:

- (a) Driver/Operator - Pumps:
A second pilot is currently in progress in the field in Alton with 20 students on an evening schedule basis. There were some minor errors in the curriculum, such as typographical errors and some answers to questions in the workbook were not correct.
- (b) Hazardous Materials - Operations:
At this point it is up and running with a new 50-question written exam. The exam is much improved and the program is working out well at this point.
- (c) Hazardous Materials - Technician:
The trailer is proving to be a valuable asset and will be an on-going work in progress. Requests are coming in and we will be looking for more instructors soon. The trailer is currently in Exeter for a Hazardous Materials Technician class for IEU.

Commissioner Cartier reported that a person from Connecticut came up here to take this program because he couldn't find a program like it in Connecticut. He was very positive about the program here. He stays in Exeter at the station during the week and goes home weekends. Commissioner Cartier said that he was excited to hear that people are coming up from Connecticut to take classes because there was nothing they could find there. They are having financial issues down there. It's a great feeling.

(d) Aircraft Rescue & Fire Fighting:

The curriculum is ready to go; we have in hand some photographs from Manchester Airport to be added to the manual. We have had a number of firefighters complete the eight-hour recertification program thus far, which seems to be our bread and butter. Ted Starkweather is working on a 40-hour pilot certification program in September 2003. This program will be advertised in general.

(e) NFPA 1030 Series:

NFPA 1031, Standard for Professional Qualifications for Fire Inspector and Plan Examiners was offered June 3 to 7, 2002 and was very successful. The Littleton class is now completed with good reviews. The visiting committee is soon to meet and anticipate presenting the program at the April Commission meeting.

NFPA 1033, Standard for Professional Qualifications for Fire Investigator is in progress and looking at two separate programs, one a one-week course for firefighters, and a two-week course for fire investigators. They are looking at the NFA two-week class, and curriculum from Pennsylvania, and Maryland.

NFPA 1035, Standard for Professional Qualifications for Public Fire and Life Safety Educator will probably follow the 1033 standard.

(f) Rescue Series - Confined Space:

The first pilot was scheduled and held in Franklin May 15 to 17, 2002. Reviews are good at this point and we are waiting to schedule a second pilot in the near future.

(g) Rescue Series - Ice Rescue:

We are trying to get Mike Mansfield to do a pilot for Ice Rescue. It should be a good program. It does fit our Firefighter Level III standards.

(h) C2F2 Visiting Committee Report:

Commissioner Murdough reported that the C2F2 Visiting Committee had a very long day on February 27. The final report of the Committee should be ready for the next Commission meeting.

Commissioner Murdough publicly extended his thanks to Captain Eric Wilking for his participation in the process. He stated that Captain Wilking was very helpful.

Commissioner Murdough said that there were 24 people in attendance, which was a large group to try to keep under control. Everyone was helpful with input. The majority of people had been participants in the program as Instructors; there were no students there. All the Committee members were from Concord, Nashua, and Portsmouth triangle with the exception of Chief Steve Allen who is from Lebanon.

Residency was the major concern, and was the last item on the agenda. The Visiting Committee's recommendation, on a vote of 14 to 7, was that residency be dropped. The Committee came up with a list of 30 recommendations. One of the first things they concluded was that the program lacks a mission statement, so they did draft one. They recommend that the training on Liquid and Flammable Gas be eliminated, and that Bloodborne Pathogens be eliminated. Probably the biggest addition is the Emergency Vehicle Driver certification. The Committee discussed Rapid Intervention Teams, but concluded that it would add too much training and is probably inappropriate for this program. But they would like to see Firefighter Self Rescue added to C2F2.

Commissioner Murdough offered his personal opinion that, by eliminating residency, the students will be missing an opportunity for night training, which is very important. He said that, from his experience, night training is very important. He noted that others had arguments against this, but he feels that night training should be included somewhere in the Fire Academy's training. He said that the big issue was people associated night training with residency. He further said that night drills could be included but not be mandated.

Chair Fortier asked about changes in evaluations of the students. Commissioner Murdough replied that the Committee's recommendation is that the title skills review be changed to skills evaluations because that is in fact what it is. It is also recommended that: (a) skills evaluations and fitness evaluations criteria be distributed to students ahead of time so they may do some preparation for that, (b) that the evaluation criteria be tightened up as there is a sense that different evaluators have different standards, (c) that the students complete all skills evaluations by the end of day five, and that evaluations and

feedback be done throughout the program, (d) that a better report system be created to go to the students' departments, and (e) that the Fire Academy solicit a six-month report from the students' departments of how the students have done.

Commissioner Landry reported that he received a telephone call two days ago from a Chief who was on the Committee, who had concerns about the majority of people on the C2F2 Visiting Committee had relations to C2F2 as they are Instructors. He seemed happy with the vote though. His first thing was, "Do I complain to the Commission?"

Commissioner Murdough stated that three members on this Committee were on the previous committee. Of all the different recommendations, the only vote that was not close to being unanimous (14 to 7) was the one on residency. Most things they didn't even vote on. The ones they did vote on were usually not close, such as 19 to 2. One item they had a serious discussion on was that this course should only be for full-time firefighters. They didn't go down that road too far though, and they didn't address it.

Director Mason said that the original Visiting Committee was only open to four organizations, so it was not an open Visiting Committee that came up with the original plan. This current Committee was very well advertised, and everyone who expressed an interest to be on the Committee was invited to attend.

Commissioner Cartier stated he wasn't able to make it, but one of the things that he sees from the volunteer aspect is some major changes taking place. A lot of volunteer towns are hiring one or two full-time people. We have to make sure we keep that focused because there is where our next wave is, the small towns. They look to us for guidance and training. There are no more volunteers during the daytime, and that's part of the problem. Don't lose focus on our target audience; it should be open to everyone. That is what our mission is; it's across the board.

Commissioner Duquette said he applauds the idea of a mission statement. The original intent of the original Visiting Committee was skills review. The question is, if someone takes C2F2, how long is it good for; when do we have to refresh this. If a person doesn't get hired for a few years, does he/she retain the skills? Commissioner Murdough said the Committee is recommending that we do that, but they did not set a time limit on it.

Commissioner Duquette said that sometime we will have to address refresher training.

Chair Fortier thanked the Committee members who spent the entire day. He also thanked Commissioner Murdough for chairing this Committee and doing a wonderful job. He said that, after their report is issued, there are enough issues to be discussed. We have the option of taking the recommendations of the Visiting Committee, modifying them, or putting them into tighter boundaries, and sending it back to a Visiting Committee for refinement. He hopes the Commission looks at this very closely. The fire service is changing. The last thing we want to do is satisfy one group and completely upset another. We have to discuss each item in detail. We have an opportunity to do something good for the long term.

Commissioner Butts said there is probably no fair way to appoint a Visiting Committee. He said we need to look at any Visiting Committee that is appointed. We could have about 55 people that could have tied C2F2 up for a few months. We should look at the way a Visiting Committee is appointed. We do have it in writing, but he would like to see the Commission re-address it. We had people on this Visiting Committee who only wanted to cannon ball every aspect of the program that they could. Chair Fortier said that we opened it up to everyone, and we have some fine recommendations.

Commissioner Duquette stated that some of the recommendations are going to have other Visiting Committees for some areas spin off from it, such as how we could do refresher training. We could not address all issues during that one-day session.

Chair Fortier said that we look forward for the report. He said that he trusts that we would not be ready to vote next month.

(i) Other:

Visiting Committees for the following in accordance with the Commission vote on February 3, 1999 are about to commence awaiting Commission approval:

NFPA 1001, Standard for Fire Fighter Professional
Qualifications (2002 edition)

NFPA 1021, Standard for Fire Officer Professional
Qualifications (2002 edition)

NFPA 1041, Standard for Fire Service Instructor Professional
Qualifications (2002 edition)

Chief Rosolen stated that, regarding NFPA standards 1021 and 1041, Captain Dean Chandler and Program Coordinator Kris Soderberg have done a lot of work on the Instructor and Fire Officer programs. They are ready to roll with the Committee to present changes. It shouldn't be a lengthy ordeal. Chair Fortier said that each Visiting Committee needs a Chair. He appointed Commissioner O'Keefe to Chair 1021, Fire Officer, and Commissioner Cartier to Chair 1041, Instructor.

Chief Rosolen said that he and Captain Wilking have reviewed the 1001 Fire Fighter Standard versus the 1997 edition, and there are very few differences. IFSTA has stated that they will not do a Fifth Edition.

Commissioner Duquette noted that we had a menu to choose from to make changes with the new C2F2 Visiting Committee, which was a lot different from the first time. Committees should be faster, and we need to set a time line. We have a couple of Committees that are still out now, and we need to have a time line on it. Director Mason stated that we need a Visiting Committee within nine months of a Standard changing, and within 18 months we have to actually have the report. If we go beyond two years, we stand to lose our accreditation. Chief Rosolen explained that that is why we have taken a more active role with Visiting Committees. Committees now have a staff member assigned to keep them rolling. The Investigator Visiting Committee is starting to roll now according to Chris Wyman. Director Mason said that Rick Wood gave him a letter to send to seek information from the State Fire Administrator in New York.

Item 3. NFPA Standards 1031-0133-1035. Commissioner Hatfield was absent.

Item 4. Fire Marshal's Office. Director Bliss was absent.

Item 5. Forest Protection Bureau. Commissioner Nelson was absent.

Item 6. Rapid Intervention Teams (RIT). Commissioner Cartier reported that he has been in contact with NFPA regarding the Rapid Intervention Teams program. He is waiting for information from them. Director Mason is talking with IFSTA about helping them to develop a program.

Commissioner O'Keefe asked what the holdup is with the program. Commissioner Cartier answered that it is being delivered out in the field.

Director Mason further explained that NFPA sets standards, and IFSTA sets the training materials for the programs. We are working with both those agencies now. He said our certified programs follow national standards, and the only national standards right now come from NFPA.

Item 7. Emergency Preparedness and Security. Commissioner Landry reported that the Advisory Council on Emergency Preparedness and Security met on February 10. He said that House Bill 212 defines terror and acts of terror. Most of the meeting was taken up by the presentation of Operation of Safe Harbor. The national security level was high at the time. He said what surprised him is that the largest port in the eastern end of the country is Montreal. The Council is meeting again on March 17.

V. REPORT OF THE DIRECTOR

Item 1. Director's Report #69 covered the following subjects: 1) Legislation, 2) Gas Training, 3) Fire Act Grant Workshops, 4) C2F2 Visiting Committee, 5) Trauma Coordinator, 6) CFOD Commission, and 7) Family.

Director Mason also noted the following on those subjects:

- (2) In answer to a question from Chair Fortier, Director Mason explained that Keyspan has the distribution for this part of the State, and Northern Utilities has the seacoast area.

Other items discussed were:

- (8) We have two more CFODs (Chief Fire Officer Designation) in New Hampshire: Peter Lamb, the Fire Chief in Newport, and Tim Collins, the past volunteer Fire Chief in Greenland, who is a full-time Captain in Portsmouth. Director Mason will see if he can get the certificates mailed to him, and we will do a formal presentation.
- (9) Director Mason apologized for the lateness that the February Commission Minutes were emailed.
- (10) June 5 the Criminal Justice and Public Safety Committee is interested in having another legislative night. We may want to move the Commission meeting to 3:00 p.m., and invite the Committee for dinner before the evening meeting.
- (11) We have new law books to distribute, which includes our Administrative Rules.
- (12) Director Mason announced that he is the Vice President of the Safety & Health Council of New Hampshire, and he is also chairing their conference that is coming up April 16 and 17. Municipalities have never attended this conference before. This year they have

CEUs for EMTs, and they are going to have the Assistant Secretary of Labor, Director of OSHA, John Henshaw, as one of their keynote speakers.

- (13) We have come up with a new certificate design for our certificate programs. We will be ordering those soon.
- (14) A letter from Marty Carrier regarding the NH Code of Administrative Rules, Chapter 100, Part 101, Definitions is enclosed in each Commission member's packet.

VI. OLD BUSINESS

Item 1. Entrance Exams. Commissioner Judge reported that they are continuing to gather material. There are two individuals involved. The second individual is having difficulty getting releases from his lawyer. It may come to a head soon. We need to make an effort to get all the information.

Item 2. Lateral Transfer Language. In answer to a question from Commissioner Duquette, Director Mason explained that the lateral transfer language for full-time firefighters has gone to the attorneys at the Joint Legislative Committee on Administrative Rules (JLCAR).

Item 2. Fire 101.17. Chair Fortier opened the discussion on the letter from Martin P. Carrier, NH Director, National Volunteer Fire Council regarding the wording in the NH Code of Administrative Rules, Chapter 100, Part 101, Sections 101.17 (a) and (b) defining the term "volunteer." Commissioner Duquette read 101.17 (a) and (b) as they are currently worded.

Commissioner Judge stated that a principal source of income is measurable, and that a principal occupation is not. He said he doesn't know, if you have several occupations, how you decide which is the principal occupation.

Commissioner Landry noted that, if we eliminate the definition we now have, we open it up. Commissioner Duquette recommended changing the dollar amount to a more realistic figure for the time.

Motion was made by Commissioner Duquette, seconded by Commissioner O'Keefe, to change the monetary amount from \$10,000 to \$20,000 in the New Hampshire Code of Administrative Rules FIRE Part 101.17 (b).

Commissioner Carrier asked why we would say \$20,000 and what are we basing it on. Director Mason answered that we have a couple of fire departments in the State that have volunteer firefighters available during the day who are very rapidly approaching the \$10,000 mark. Commissioner Carrier said that he understood that, but he was wondering if we had anyone in the State who is approaching \$20,000 so that we should make the figure higher. Director Mason said he does not know at this time. He said it should be several years before it has to be raised again.

Motion passed unanimously.

Item 3. CFOD Program. Commissioner O'Keefe asked what the status was on the Fire Officer III and IV for CFOD. Chief Rosolen answered that the Pro Board has our request. We have set up a procedure as to how we would go about it. Chief Rosolen has drafted a policy. What we would like the Pro Board to accept as our procedure would be for us to review the application before we bless the individual with Fire Officer III and IV. We are waiting to hear from the Pro Board.

Item 4. CPAT. Commissioner Cartier asked what the status of CPAT is. Director Mason replied that the equipment is here, and there are issues with the equipment that are being dealt with. We are looking for places to do the test inside. Commissioner Butts noted that the parameters of the program are extremely strict. Director Mason said that, once the program is up and running, it will be good.

VII. NEW BUSINESS

Item 1. Two In/Two Out Department of Labor Hearing.

Commissioner Duquette stated that the Professional Firefighters supported the Department of Labor's Administrative Rule change to include two in/two out. This is one piece of NFPA 1500 that establishes that, at a structural fire with enough people there, to have someone be outside to affect rescue of the rescuer. There was no opposition to the rule change proposal; everyone was in agreement. Then the staff attorney stated that this may be a 28-A issue. Their concern was that, if a fire department has to do this, the cost of having to write the policy is a 28-A issue. They did a preliminary objection so the members of the Committee, the Senators and Representatives, could go back to their fire chiefs to see what the cost would be write a policy and to implement this. Commissioner Duquette said that, when they set a date, we will go back.

Item 2. Visiting Committee for NFPA 1001, Standard for Fire Fighter Professional Qualifications. Chair Fortier opened a discussion on starting a Visiting Committee for NFPA 1001, Standard for Fire Fighter Professional Qualifications. Director Mason said that he hasn't talked to Chief Rosolen about this yet. He asked if the Commission would be opposed to one or more curriculums for the Commission to look at. Chair Fortier replied that the Visiting Committee could bring that forth, then the Commission could look at it.

Motion was made by Commissioner Butts, seconded by Commissioner Cartier, to open a Visiting Committee for NFPA 1001, Standard for Fire Fighter Professional Qualifications. Motion passed unanimously. Chair Fortier appointed Commissioner Butts as the Commission's representative to that Visiting Committee.

VIII. RETREAT ITEM DISCUSSION

Item 1. Instructor Quality Control. Commissioner Butts reported that the portion of the Instructor quality control that he will be dealing with is that on the drill yard. He will be attending a meeting on March 19, which will probably be the final meeting. Commissioner Cartier said that they are gathering information on it. There is a transition going on here right now, that is having everything ready for the Instructors. Some people have difficulty changing as change is sometimes hard. The majority of the Instructors are changing, and it is working well. He said he has been privy to using the system and thinks it works excellent. A few Instructors are having problems. Commissioner Cartier is gathering that information in order to sit down with Director Mason and Commissioner Butts to see exactly where we should be going. With NFPA 1041, it falls right into that very well. He stated that it's pretty obvious if an Instructor has a problem because he/she lets everyone know it. However, there shouldn't be big discussions in front of the students. He said he doesn't know yet how to correct that, so it is something that he and Commissioner Butts will have to discuss with Director Mason and the staff. The actions of a few reflect on the students and reflect on all of us here.

IX. GOOD OF THE ORDER

Item 1. Thank You. Commissioner O'Keefe said he wanted to go on record by thanking Director Mason, and Bureau Chiefs McPherson and Rosolen for flashover simulator training that his entire department had. The actual practical and instruction was very, very good. He stated that

it's amazing when you can bring back a full department and not hear one complaint. There was nothing but good comments.

Item 2. Walk for MS. Commissioner Hoglund said that he will be doing a walk again this year for Multiple Sclerosis for his daughter, and is accepting contributions.

X. ADJOURNMENT

Motion made by Commissioner Butts, seconded by Commissioner Judge, to adjourn at 11:25 p.m. Motion passed unanimously.

Respectfully submitted,

Richard A. Mason, Director